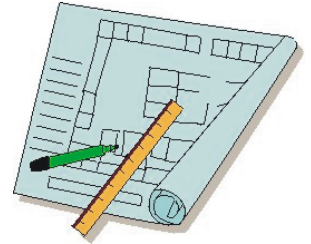


*In conjunction with the District of Columbia Office of Local Business Development (OLBD), J.A. Jones/Tompkins Builders presents a:*

# ***Contractors' College***

## ***for LSDBE Certified Firms***



*Classes will be held on Tuesday nights from 6:00PM to 7:30PM beginning February 4 through March 4 and April 1 through April 29 in the main office of J.A. Jones/Tompkins Builders at:  
1333 H Street, NW Suite 200  
Washington, DC 20005*

*J.A. Jones/Tompkins will offer LSDBE firms an array of topics relevant to the construction industry. These topics and instructions will be adapted to the needs and interest of the LSDBE community. Topics to be addressed include:*

**COLLEGE 1:**

**Business Development  
Preconstruction Services  
Estimating  
Purchasing  
Scheduling**

**COLLEGE 2:**

**Job Start-Up  
Processing Submittals  
RFI's/As-Built Drawings  
Project Closeout  
Subcontract Administration**

*LSDBE firms and their employees can register for those classes of interest to the individuals or their firm. LSDBE certified firms will receive formal invitations and registration forms the week of January 6, 2003.*

**For more information, contact:** Ms. Ronnie Hawkins @ [rhawkins@jajones.com](mailto:rhawkins@jajones.com) or (202) 898-2534.